



news and information
for employees of the
city of Saint Paul

September 22, 2000

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City Update

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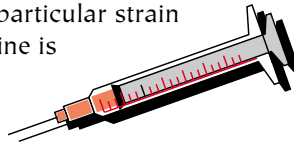
City Update

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Health news you can use

Flu Shots Delayed

Flu shots will not be offered to employees during open enrollment this year. There is a national delay in the supply and quantity of the influenza vaccine because the yield for a particular strain of the vaccine is lower than expected, and two of the four flu vaccine producers are having manufacturing problems.



The Risk Management Division is working with HealthPartners to provide free flu shots to employees at various work sites at the end of November. The flu season typically peaks in late December, and vaccinations provided in November will still allow most recipients to develop immunity, a process which usually takes from one to two weeks.

Information on the dates and locations of flu shots will be announced in this newsletter and via citywide e-mail once availability of the vaccine is determined.

Open Enrollment Starts October 1

Be sure to watch for your copy of the Employee Benefits Booklet, to be distributed by payroll personnel the first week in October. Important benefit changes are listed on pages 4 and 5! The open enrollment session schedule will be published in the next newsletter, and will also be in your Employee Benefits Booklet. Be sure your forms are submitted to Ochs Inc by October 31!

Is Investing in Deferred Compensation for You?

Deferred compensation representatives from NBI/Ochs Services will be at all open enrollment sessions in October. Find out:

- what deferred compensation can do for you,
- what growth you can expect on money invested,
- how to enroll, or
- how to make changes.

To get more information, you can visit the deferred compensation web site: www.mndcplan.com or call the toll-free number: 1-877-457-6466. You can also e-mail questions to dwestman@nbiochs.com or call 1-877-457-6466 and select Option 4 to leave a voice mail message.

Optional Life Insurance — New Higher Coverage Amounts Available

Next month, you'll have the flexibility to apply for or increase life insurance for both you and your spouse for any amount from \$5,000 up to \$300,000. Financial experts suggest that people carry life insurance coverage equal to five to seven times their annual income. The term life insurance plan designed especially for City employees is a cost-effective way to make sure your coverage is where it should be.

For additional information, see pages 35-37 of your Employee Benefits Booklet, which will be distributed by payroll personnel the first week in October.

www.ci.stpaul.mn.us

Places to go. Things to do.

ilovesaintpaul.com

New Information from HealthPartners

Beginning January 1, 2001 HealthPartners will have a new mental health and chemical health network that offers more choices. When you or a member of your family develop symptoms of a behavioral health disorder such as depression, anxiety or chemical dependency, HealthPartners knows that you want easy access to care givers you trust to give you the help you need. Now HealthPartners is making it easier to get that help for behavioral health (mental health and chemical health) problems in an expanded direct access provider network. This network includes current direct access mental health and chemical health providers, and adds many new choices as well.

Until now, members have had direct access (access without a referral) to mental health and chemical health providers associated with their primary clinic. Effective January 1, 2001, most members will have direct access to an expanded provider network for these services. The new provider network does not change the benefits or coverage for

mental health and chemical health services. Beginning January 1, you can learn about the providers in the behavioral health network in several ways:

- Visit **www.healthpartners.com**.

Go to "Our Medical and Dental Plans" and select "HealthPartners Medical Plans," then go to "Network Information" for your specific health plan (HealthPartners Plus) to view the provider directory. Look in the "Mental Health and Chemical Health Care" section of the directory.

Or go to the HealthPartners Consumer Choice system from the home page. After you select your health plan (HealthPartners Plus) and choose your care network and primary clinic, you can select "Specialty Clinics," then click on the "Mental/Chemical Health" triangle. Consumer Choice data is updated weekly, so it's your most up-to-date source of information.

- Call Member Services to ask about a specific provider or request a copy of the behavioral health listing. Dial (952) 883-5000 or 1-800-883-2177. Members with hearing impairments, please call the TDD line at (952) 883-5127.

- Check the provider directory available at open enrollment sessions, or mail in the postcard in the back of your Employee Benefits Booklet, which will be distributed the first week of October by your payroll personnel.

In most cases, members who are currently receiving behavioral health care will be able to continue seeing the same provider. There will be transition-of-care assistance for any members whose providers will not be in the direct access network.

In addition to the direct access provider network, additional behavioral health specialty providers will be available upon referral. The direct access providers or the member can contact a HealthPartners case manager to arrange this specialty care.

While most behavioral health care will be available on a direct-access basis, there will be prior approval required for partial hospitalization, residential and day treatment, and extended outpatient sessions (over 20 visits per year). The criteria used in determining prior approval will be on www.healthpartners.com by January 1.

City job openings as of September 22nd, 2000

Application deadline	Job title	Bi-weekly or hourly salary rate	Exam date
09/27/00	Accounting Clerk II	\$1059.52	10/09/00
Open	Clerical assistant (part-time)	\$9.00 per hr	See Job Ann
Open	Clerk-Typist II (Hmong/English Speaking)	\$23,800.00 annual	See Job Ann
Open	Clerk-Typist II (Spanish/Bilingual Speaking)	\$23,840.00 annual	See Job Ann
Open	Clerk-Typist II (full & part-time)	\$23,800.00 annual	See Job Ann
Open	Communications Technician	\$1365.82	See Job Ann
Open	Conservatory Attendant (permanent/part-time)	\$9.17 per hr	See Job Ann
Open	**Food Service Assistant (part-time)	\$9.01 per hr	See Job Ann
Open	Food Service Helper (part-time)	\$8.00 per hr	See Job Ann
Open	IS Information/Technical Analyst II	\$1397.98	See Job Ann
Open	IS Information/Technical Analyst III	\$1550.12	See Job Ann
Open	IS Systems Support Specialist II	\$1148.08	See Job Ann
Open	IS Systems Support Specialist III	\$1397.98	See Job Ann
Open	Park Aide (part-time/seasonal)	\$7.06 per hr	See Job Ann
10/04/00	Payroll System Supervisor (prom)	\$1311.99	10/13/00
10/03/00	Plumber	\$26.46 per hr	10/09/00
10/09/00	School Food Service Coordinator	\$1152.98	10/26/00
10/03/00	Water Utility Technician I (prom)	\$1201.32	10/12/00

** This is a walk-in-examination. Do not submit a job application before the test.

Note: Call or visit the Office of Human Resources to receive the official job announcement for these positions. Location: 400 City Hall Annex. Phone: (651) 266-6500 (TTY/TDD (651) 266-6501) or visit the website: www.ci.stpaul.mn.us/jobopenings. For jobs announced after September 14th, please call the 24-hour job line, 651-266-6502.